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M E M O R A N D U M
Office of Water Resources Management
State Water Control Board
4900 Cox Road Glen Allen, Virginia 23060

SUBJECT: OWRM Guidance Memo No. 92-016
 Final version of VPA Permit Manual, dated 6/92

TO: Regional Directors

FROM: Larry G. Lawson 
 Director - Office of Water Resources Management

DATE: July 20, 1992

Copies Robert Burnley, Rick Weeks, Alan Anthony, John Roland,
 David Paylor, Martin Ferguson, OWRM Permits Staff, SWCB
 Library

Enclosed is the final version of the Revised VPA Permit Manual, dated 6/92. This manual incorporates changes recommended to the original draft made at the December, 1991 meeting of the Manual Revision Committee and the comments made on the redraft received in February, 1992. This manual is to supersede the previous VPA Permit Manual revision dated 10/01/89, change 1 dated 11/01/89, and change 2 dated 1/90. The effective date of this manual is August 1, 1992. Those permits where a draft permit has been completed and sent to the owner for review and public notice prior to the above effective date will continue to conform to the previous manual. Those permits where the draft permit has not been sent to the owner will conform to the enclosed manual as of the above effective date.

Some items in the enclosed manual that you should note:

1. The application review period has been expanded. The new manual allows more time for completing the administrative and technical review. The flowcharts on pages I-ii and I-iii outline these changes. The New Application Review letters associated with these changes are on pages I-A9 and I-A10. Please note that these changes are reflected in the Modification procedures in Section VII and Appendix IV as well.
2. The Part I A. pages have been returned to the landscape format.
3. There have been extensive additional changes to the Special Conditions. The changes represent comments made by regional personnel and by headquarters technical staff.
4. We have made some minor wording changes to the correspondence in the Appendices to accommodate the anticipated application of the Permit Tracking System to the VPA Permit Program.

5. This manual does not contain Application Checklists. These are being withheld pending the results of the application revisions going on independent of the manual. Please continue to use the current Checklists until the revised Checklists are completed. The revised Checklists will be sent out under a separate guidance memo.

We have made copies of the manual but we have not provided additional dividers with each copy. Upon the effective date of the revised manual, regional personnel should remove their old manuals from the cover and replace them with the revised version using the existing dividers. Each region is being transmitted the number of manuals allotted to them, if you determine there is a need for additional copies, please make copies of the manuals provided.